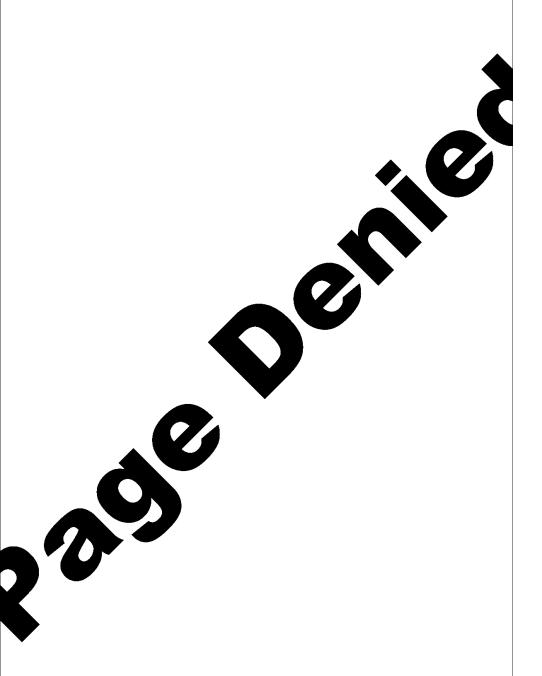
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18 August 1988

MEMORANDUM FOR: Conference Coordinator,

Center for the Study of Intelligence/OTE

FROM:

Executive Director

SUBJECT:

Luncheon Briefings for the Brookings Institution

REFERENCE:

Multi-addressee memo (OTE 88-1516),

Same Subject, dtd 12 Aug 1988

Rita:

In response to your referenced memorandum, I will be available to host the Brookings Luncheon either on 7 October 1988 or 9 December 1988. I would have no objection to hosting any of the 1989 luncheons if you should find yourself without a host.

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James H. Taylor

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OTE 88-1516

MEMORANDUM FOR: Executive Director

Deputy Director for Intelligence Deputy Director for Operations

Deputy Director for Science and Technology Chairman, National Intelligence Council

Comptroller

Inspector General

Director, Office of Congressional Affairs

Director, Public Affairs Office

FROM:

R. M. Huffstutler

Deputy Director for Administration

SUBJECT:

Luncheon Briefings for the Brookings Institution

- 1. This memorandum requests that you and your Deputy serve as hosts at one or more of the Brookings luncheon briefings scheduled during 1988-89, and that you identify key representatives from your individual offices to participate as table hosts and discussants. Program dates are attached.
- 2. The Brookings Institution conducts six-day Public Policy conferences designed to provide senior-level corporate executives with an intensive overview of Washington policymaking and understanding of Federal Government operations. Their tours include the Senate, White House, Supreme Court, Embassy Row, State Department, Department of Transportation, the Pentagon, and the CIA.
- 3. The format will continue as in the past: Luncheon at 1200 in the Executive Dining Room followed by a briefing in the DCI Conference Room from 1300 to 1400. As Host, you will conduct a 10-15 minute overview of the Agency and the Intelligence Community followed by a question and answer period in which the Agency discussants, selected for their regional and/or functional expertise, will participate by answering questions from the assembled group. Cost of the luncheons is borne by the Brookings Institution.



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SUBJECT: Luncheon Briefings for the Brookings Institution

4. Please forward no later than <u>30 August 1988</u> your preferred dates
to serve as hosts, along with a list of your discussants, their titles,
regional/functional areas of expertise, office mailing addresses, and
telephone numbers to Conference Coordinator, Center for
the Study of Intelligence, Office of Training and Education, Room 526
Chamber of Commerce Building. Should you have further guestions, she can
be reached on
R. M. Huffstutler

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The dates for the 1988 - 1989 Brookings Institution Briefings and Luncheons are:

Friday

September 23, 1988 October 7, 1988 December 9, 1988 March 3, 1989 March 17, 1989 April 14, 1989 May 5, 1989 May 19, 1989 June 9, 1989 June 23, 1989 July 14, 1989 September 22, 1989 October 6, 1989 November 10, 1989